

WINSCALES PARISH COUNCIL
CHAIRMAN'S ANNUAL REPORT - 1 APRIL 2017 TO 31 MARCH 2018

**This report summarises the activity of Winscales Parish Council
during the last financial year**

- 1. ELECTION OF CHAIRMAN/VICE-CHAIRMAN:** At the Annual Assembly held on 5 May 2017: Proposed J Palmer, seconded P Gilmore, and agreed by all present, A Bode be nominated to continue in the role of Chairman; accepted by A Bode. Proposed A Renney, seconded A Bode, and agreed by all present, J Bowe be nominated to continue in the role of Vice-Chairman; accepted by J Bowe.
Declaration of Acceptance of Office: Completed by Messrs Bode and Bowe in recognition of their continued roles of Chairman and Vice-Chairman.
- 2. LOCAL ISSUES**
- **A595 Parton-Lillyhall Bypass:** Members continue to liaise with Highways, attend site visits and forward suggestions and comments regarding improvements and/or ongoing problems along this stretch of road.
 - **Clerk/RFO:** Mrs H Booth resigned from this position; replaced by Mrs A Meek.
 - **Community Governance Review:** To be undertaken by Allerdale Borough Council; any changes will be implemented after the May 2019 elections.
 - **Connecting Cumbria:** Enhanced Broadband service now implemented.
 - **Co-option of Parish Councillors:** No interested parties to fill 7th seat; with effect from 31.03.18 there will be six vacant seats due to resignations of five parish councillors. Allerdale Borough Council will provide representation to maintain a quorum.
 - **Defibrillator:** To be installed outside Hunday Manor Hotel; to obtain funding and equipment.
 - **Noticeboard:** Grant received from Cumbria Community Foundation to fund the purchase of a parish council noticeboard. Planning permission to be sought and the equipment purchased/installed.
 - **Planning Applications:** The council continue to submit comments on proposed build, and raise concerns regarding any perceived inconsistency in local council decisions. Comments were submitted on approximately 11 new applications during the last financial year.
 - **Potatopot Windfarm Community Fund:** There will now be one parish council representative on the Advisory Committee in respect of distribution of grant monies.
 - **Your Energy/Cumbria Community Foundation:** Members have continued to attend meetings with representatives of Cumbria Community Foundation.
- 3. ANNUAL AUDIT:** The accounts for 2016/17 were submitted to the external auditors who confirmed that all relevant legislation and regulatory requirements are being met. Accounts for 2017/18 will be completed in line with new auditor requirements and will be presented to the parish council for discussion, approval and submission.

Relevant accounting information, and details of when the accounts may be inspected by the public, will be published both within the parish and on the parish council website.

Precept Request: £4000 for the financial year 2018/19; an increase of £1000 from 2017/18 – to fund compliance with new General Data Protection Regulations.

Risk Assessment: Compiled for this financial year. Circulated to all members, copy to be displayed on notice board and website.

INSURANCE: Adequate insurance cover is in place with AON. Cover includes:

Public Liability:	£10 million sum insured
Employers Liability:	£10 million
Money:	£300-£2500
Crossed Cheques/Non-Negotiable Money:	£250000
Fidelity Guarantee:	£250000

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Officials Indemnity:	£500000
Libel and Slander:	£250000
Property Damage (bus shelter):	Covered
Personal Accident:	£100-£100000
Legal Expenses:	Covered
Annual Premium as at 1 June 2016:	£223.59 Renewed 1 June annually (fixed for 3 years)

- 4. POLICY AND PROCEDURE:** Winscales Parish Council adheres to all statutory requirements, to include:
- **Audit, Data and Transparency Requirements:** Ongoing.
 - **Governance and Accountability for Smaller Authorities in England:** Adopted May 2017.
 - **Model Code of Conduct:** Revised September 2012.
 - **NALC Financial Regulations:** Revised January 2016.
 - **New Governance and Accountability Practitioners Guide:** March 2016.
 - **Pension Regulator:** No action required in respect of pension provision for the Clerk.
 - **Retention of Documentation:** Guidelines provided from Cumbria Association of Local Councils.
 - **Standing Orders:** These continue to be reviewed annually and adhered to. The last revised version was discussed and adopted at the January 2014 meeting.
- 5. DONATIONS:** During the last financial year a donation of **£11.50** was made to the Great North Air Ambulance Service.
- 6. SUBSCRIPTIONS:** During the last financial year Winscales Parish Council subscribed to their annual membership of Cumbria Association of Local Councils **£108.12**.
- 7. MEMBERS OF WINSCALES PARISH COUNCIL**
- Chairman:** TBC
Vice-Chairman: TBC
Councillors: Mrs Michele Twiss (six vacancies) Temporary Appointments of ABC Councillors Mark Fryer, Konrad Hanson, Hillary Hanson, Mike Heaslip, Joe Holliday, Jim Osborn
Clerk: Mrs Angela Meek
- 8. DETAILS OF PARISH COUNCIL MEETINGS:** Meetings are normally held in January, March, May (Annual Parish Meeting and Annual Assembly), July, September and November; the venue, date and time to be stated on the agenda and published within the parish and on the website. There is a Public Participation section on the agenda. Minutes can be inspected by contacting the Clerk.

Any planning applications or correspondence received between meetings will be actioned by the Chairman, Clerk and parish council members should a decision or response be required before the next meeting date. In exceptional circumstances an emergency meeting would be called.

Report prepared by: Hazel Booth (former Clerk) and completed by Angela Meek, Clerk to Winscales Parish Council on 1st April 2018

Report discussed and approved as an accurate summary by all members present at the Annual Assembly of Winscales Parish Council held on 22nd May 2018

SIGNED:  DATED: 24-5-2018

(Chairman)